

# PERSONNEL/JUDICIAL COMMITTEE

## A G E N D A

TUESDAY, OCTOBER 19, 2010

**4:00 P.M.**

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

---

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 3 III MINUTES (9/21/10)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 4- 6 A. County Executive - Criminal Defense/Public Defender Statistics **(Receive)**
- 7- 8 B. Personnel Director
- 9 1. Vacancies **(Proposed resolution attached)**
  - a. Finance Department - Staff/Grant Accountant (ft-\$43,347 entry) **(Seeking authorization to post/fill)**
  - b. Finance Department - Staff/Grant Accountant **(Seeking authorization to hire a temporary Staff/Grant Accountant and approve overtime as required as required in the Finance Department)**
  - 10 c. Sheriff Department - Road Patrol Deputy (ft, \$15.29/hr. entry) **(Personnel Director is referring Sheriff's request to post/fill Road Patrol Deputy vacancy and to test for a Lieutenant and a Sergeant position to Committee for consideration)**
- VI REFERRALS
- VII UNFINISHED BUSINESS
- VIII NEW BUSINESS
- IX MISCELLANEOUS
- X ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THE PERSONNEL/JUDICIAL COMMITTEE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

# PERSONNEL/JUDICIAL COMMITTEE

## MINUTES

MEETING OF THE PERSONNEL/JUDICIAL COMMITTEE ON TUESDAY, SEPTEMBER 21, 2010, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 4:01 p.m. by Chair Krygier.

Roll call:

### MOTION NO.

COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
ERNIE KRYGIER, CHAIR	P	Y	Y	Y	Y	Y	Y	Y	Y			
KIM COONAN, VICE CHAIR	P	M/Y	Y	S/Y	Y	Y	Y	S/Y	Y			
MICHAEL J. DURANCZYK	P	S/Y	S/Y	Y	S/Y	Y	Y	Y	Y			
PATRICK H. BESON	P	Y	Y	Y	Y	Y	Y	Y	Y			
VAUGHN J. BEGICK	P	E	E	E	E	E	E	Y	Y			
DONALD J. TILLEY	P	Y	Y	Y	M/Y	S/Y	S/Y	Y	S/Y			
BRIAN K. ELDER, EX OFFICIO	P	Y	M/Y	M/Y	Y	M/Y	M/Y	M/Y	M/Y			

### MOTION NO.

COMMISSIONERS PRESENT		12	13	14	15	16	17	18	19	20	21	22
ERNIE KRYGIER, CHAIR												
KIM COONAN, VICE CHAIR												
MICHAEL J. DURANCZYK												
PATRICK H. BESON												
VAUGHN J. BEGICK												
DONALD J. TILLEY												
BRIAN K. ELDER, EX OFFICIO												

### MOTION NO.

COMMISSIONERS PRESENT		23	24	25	26	27	28	29	30	31	32	33
ERNIE KRYGIER, CHAIR												
KIM COONAN, VICE CHAIR												
MICHAEL J. DURANCZYK												
PATRICK H. BESON												
VAUGHN J. BEGICK												
DONALD J. TILLEY												
BRIAN K. ELDER, EX OFFICIO												

OTHERS PRESENT: E.GWIZDALA, C.MAILLETTE, J.DURANCZYK, T.HICKNER, M.GRAY, M.FITZHUGH, T.QUINN, K.MEAD, J.BOLLMAN, R.REIMANN, J.STRASZ, R.REDMOND, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT

-/-

**PERSONNEL/JUDICIAL COMMITTEE**  
**TUESDAY, SEPTEMBER 21, 2010**  
**PAGE 2**

**MOTION NO.**

**NOTE:** In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department.

- 1**            **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE AUGUST 17, 2010 PERSONNEL/JUDICIAL COMMITTEE MEETING AS PRINTED.**

Public input was called with no one wishing to address the Committee.

- 2**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF STATE FOR COMMERCIAL SERVICES PROGRAM (DISTRICT COURT).**
- 3**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO POST/FILL THE FULL TIME COMMUNITY CORRECTIONS COORDINATOR VACANCY IN THE COMMUNITY CORRECTIONS PROGRAM.**
- 4**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO POST/FILL THE ON-CALL, PART TIME COOK VACANCY IN THE DIVISION ON AGING.**
- 5**            **MOVED, SUPPORTED AND CARRIED TO REFER THE NEW HOMELAND SECURITY PROGRAM GRANT ACCOUNTANT (BCAMPS, PART TIME, GRANT FUNDED) POSITION TO THE OCTOBER WAYS AND MEANS COMMITTEE MEETING AT WHICH TIME THE APPROPRIATE BUDGET ADJUSTMENT WILL BE PROVIDED.**
- 6**            **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE INFORMATION RE RECLASSIFICATION OF TYPIST CLERK II IN THE HEALTH DEPARTMENT'S CONTAGIOUS DISEASE CLINIC FROM TU05 TO TU06 EFFECTIVE 1/1/10.**
- 7**            **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE INFORMATION RE REDUCTION IN HOURS OF NURSE POSITION (TO 24 FROM 40) RESULTING FROM TERMINATION OF PANDEMIC INFLUENZA GRANT.**

Commissioner Beson complimented Kim Coonan and Ernle Krygler on their efforts as regards the successful beach wellness program. Commissioner Coonan spoke to a piece of equipment that is being designed for beach clean-up to address the near shore muck. In the future the commissioners will be asked to work with our legislators to secure the required permit(s) for the clean-up. Commissioner Beson spoke to the many hours commissioners work and noted that it is his belief that the job of a commissioner is full time. He is available to his constituency at any time - 24/7. Commissioner Coonan did not share Commissioner Beson's view and feels the county commissioner position is part time.

-2-

**PERSONNEL/JUDICIAL COMMITTEE**  
**TUESDAY, SEPTEMBER 21, 2010**  
**PAGE 3**

**MOTION NO.**

There being no further business, it was

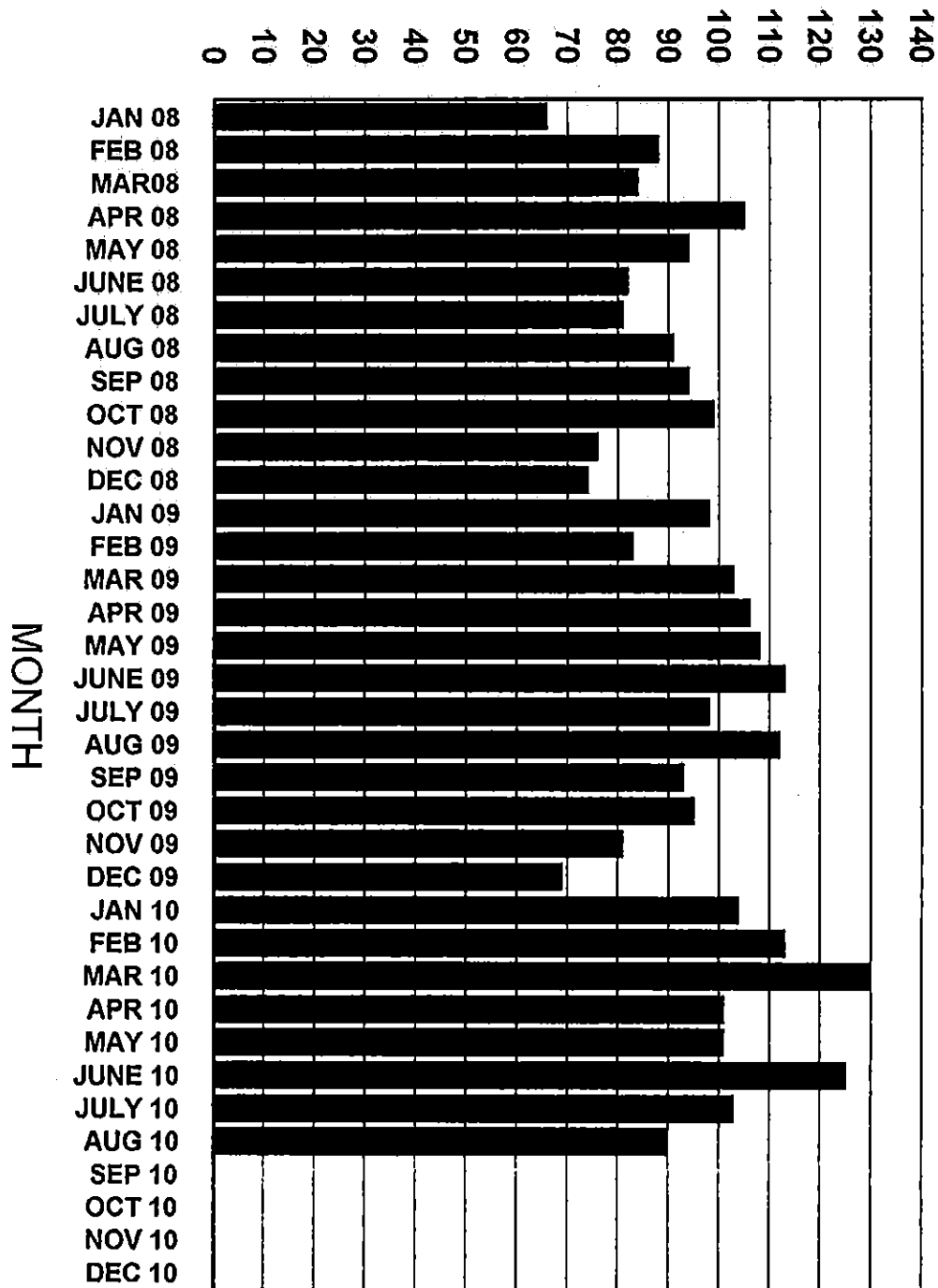
**8                    MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:13 P.M.).**

**Submitted by:**

*Deanne Berger*

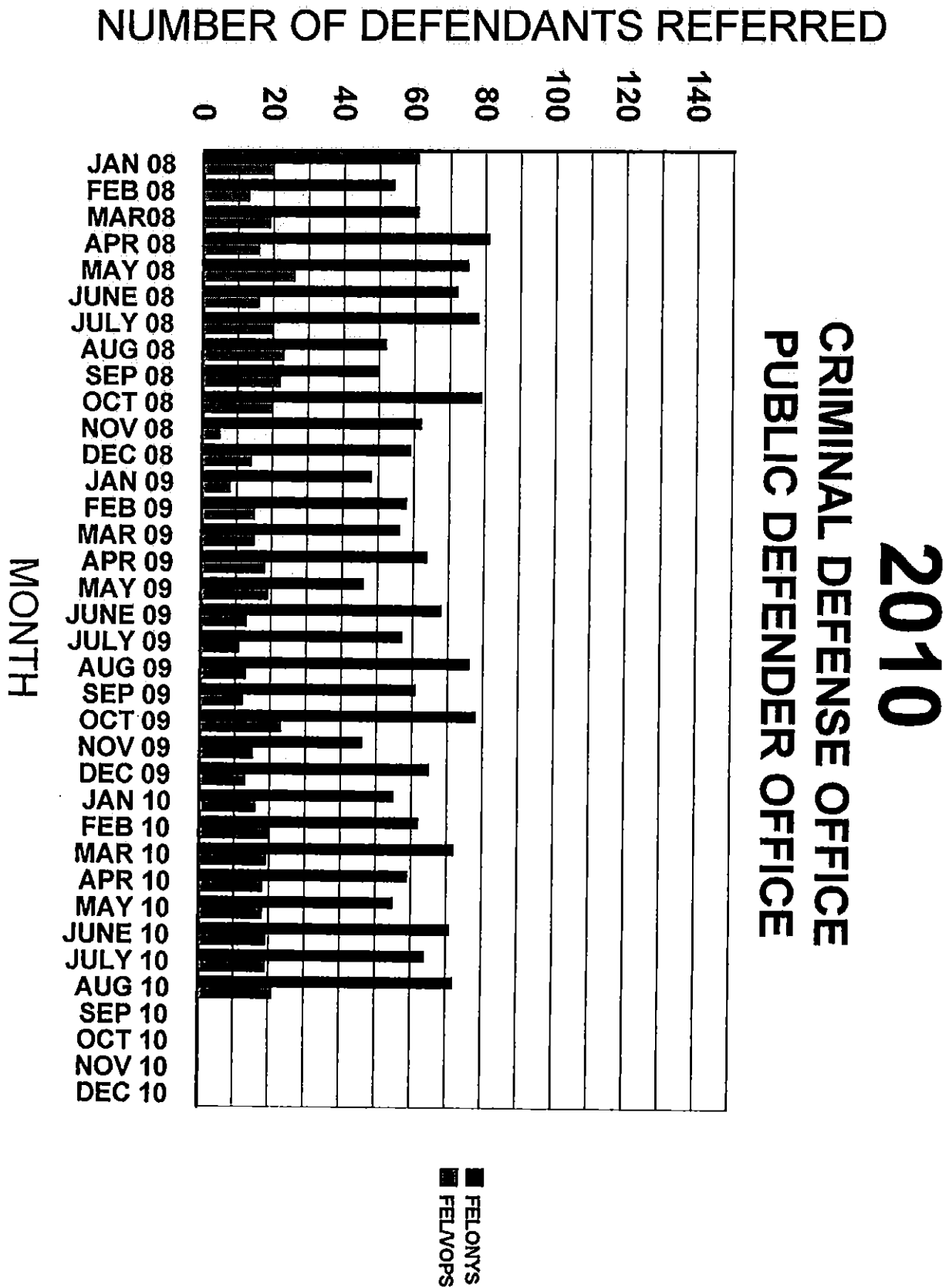
**Deanne Berger**  
**Board Coordinator**

# NUMBER OF DEFENDANTS REFERRED



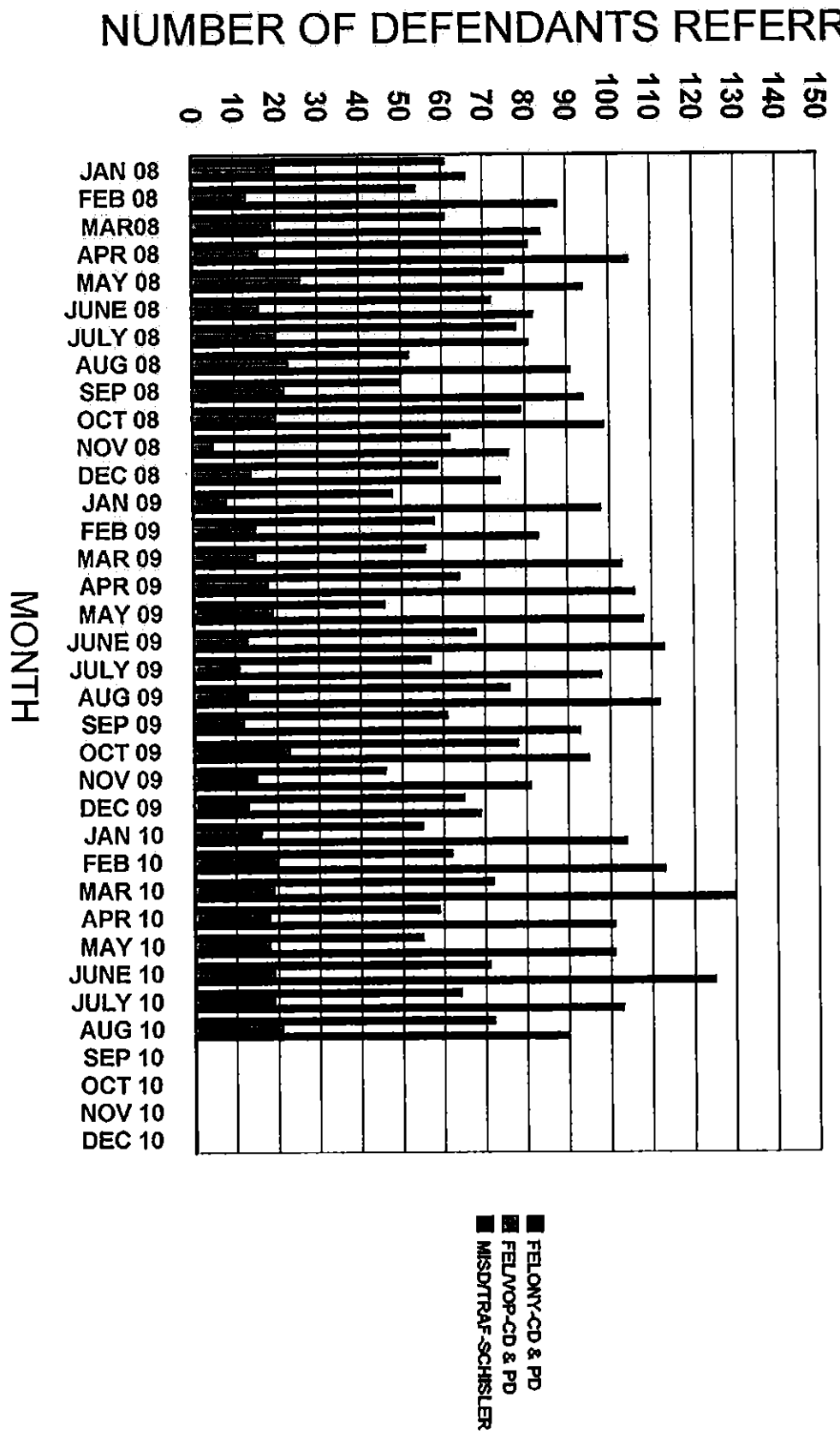
**2010**  
**SCHISLER LAW**

■ MSD/TRAF



# 2008 THROUGH AUG. 2010 COMBINED

CRIM. DEF. OFFICE/PUB. DEF. OFFICE  
SCHISLER LAW





**BAY COUNTY  
PERSONNEL DEPARTMENT**

**Thomas L. Hickner**  
County Executive

**Tim Quinn**  
Personnel Director  
[quinnt@baycounty.net](mailto:quinnt@baycounty.net)

October 14, 2010

Mr. Ernie Krygier, Chairperson  
Personnel/ Judicial Committee  
Bay County Board of Commissioners  
515 Center Avenue  
Bay City, MI 48708

Re: **Items for the Agenda of the Personnel/Judicial Committee**

Dear Commissioner Krygier:

Please consider the following items for the agenda of your committee for its meeting on October 19, 2010.

- 1. Request:** Requesting permission to fill the Staff/Grant Accountant vacancy in the finance department.

**Background:** Current employee has accepted a position in a different department, within the County.

**Finance/Economics:** This is a full-time B.C.A.M.P.S. position with full benefits. \$43,347 per year entry, progressing to \$50,336 per year after 3 years (PB07). Funding for this position is in the 2010 budget, general fund.

**Recommendation:** Please approve the posting, advertising and filling of the full-time Staff/Grant Accountant position in the finance department.
- 2. Request:** Sheriff Miller has submitted a request to post and fill one Road Patrol Deputy position and test for a Lieutenant and Sergeant position.

Mr. Ernie Krygier, Chairperson  
Personnel/ Judicial Committee  
October 14, 2010  
Page 2

- Background:** Due to the recent retirement of a Road Patrol Sergeant and the scheduled retirement of a Road Patrol Lieutenant, there will be two vacancies at the Sheriff Department, road patrol division.
- Finance/Economics:** Positions are budgeted positions in the current 2010 budget as full-time with benefits and are covered under the Police Officers Labor Council (POLC).
- Recommendation:** Please refer Sheriff Miller's request to the full board for their recommendation.
3. **Request:** Request permission to hire a temporary Staff/Grant Accountant and/or permission for overtime in the finance department.
- Background:** Caused by incumbent employee taking another position in Friend of the Court.
- Finance/Economics:** Based on the vacancy, the impact should be very minimal.
- Recommendation:** Please authorize hiring a temporary employee and approve overtime as required in the finance department.

Thank you for your consideration.

Sincerely,



Tim Quinn, Director  
Personnel and Employee Relations

cc: Tom Hickner  
Michael Gray  
Marty Fitzhugh  
Eric Boks  
Sheriff Miller

G:\Board\Personnel-Judicial\2010\October.wpd

**BAY COUNTY BOARD OF COMMISSIONERS****10/26/10****RESOLUTION**

BY: PERSONNEL/JUDICIAL COMMITTEE (10/19/10)

RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies, monies for said positions to come from the respective departmental budgets:

## A. Finance Department

1. Staff/Grant Accountant (ft - \$43,347 entry)
2. Staff/Grant Accountant (temporary) **Note: Overtime, as required, is also approved)**

B. Sheriff Department - Road Patrol Deputy (ft, \$15.29/hr.) **Note: Authorization is also granted to test for a Lieutenant position and for a Sergeant position)**

RESOLVED That budget adjustments, if required, are approved.

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Vacancies - October 26

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

-9-

*John E. Miller*  
*Sheriff Of Bay County*

Michael T. Janiskee  
Undersheriff

Newt Jerome  
Jail Administrator



TO: Tim Quinn, Personnel Director

FROM: Sheriff John E. Miller

A handwritten signature in black ink, appearing to be 'J E Miller', written over the printed name.

DATE: October 7, 2010

**REF: Deputy Positions**

**Background:**

The recent retirement of a Road Patrol Sergeant and the scheduled retirement of a Road Patrol Lieutenant will create two vacancies in the Road Patrol Division.

**Finance/Economics:**

The positions are budgeted positions in our current 2010 budget as full time with benefits positions and are covered under the Police Officers Labor Council (POLC).

**Recommendation:**

At this time, I am requesting authorization to fill one Deputy position and test for a Lieutenant and Sergeant position. Your attention to this matter is greatly appreciated.

CC: Ernie Krygier, Personnel/Judicial  
Michael T. Janiskee, Undersheriff  
File Copy

Ls/P&J.position-rd&sgt10

A handwritten signature in black ink, appearing to be 'JD', written in a stylized, cursive-like font.